



# Indiana's Early Intervention System for Infants, Toddlers and their Families

# 2006 Annual Performance Report

Education System  
and their Families

**July 1, 2005 to June 30, 2006**

## A Message from ICC Acting Chair, Rob Morgan

**Dear Governor Daniels,**

**O**n behalf of the members of the Interagency Coordinating Council on Infants and Toddlers, I am pleased to submit the annual report of the ICC.

During the 2005-2006 grant year, the First Steps system provided services to 18,661 children and their families, at an average cost of \$2,875 per child, well within national averages for early intervention services. First Steps growth remained relatively even for the third year in a row.

A stakeholder group made up of ICC members, previous ICC Chairs, parents, providers, and other key personnel continued to work together to make system change recommendations. Work started in the previous grant year included revising eligibility criteria, recommending eligibility determination tools, examining service coordination supervision, moving to a new department within FSSA, and working to increase insurance billing efficiency. Several significant changes were made to the system in 2006 and the ICC will continue to participate in the process to move First Steps forward.

This report includes a “Fact Sheet” section which updates the First Steps mission and vision. The remainder of the report is organized around the five themes by which

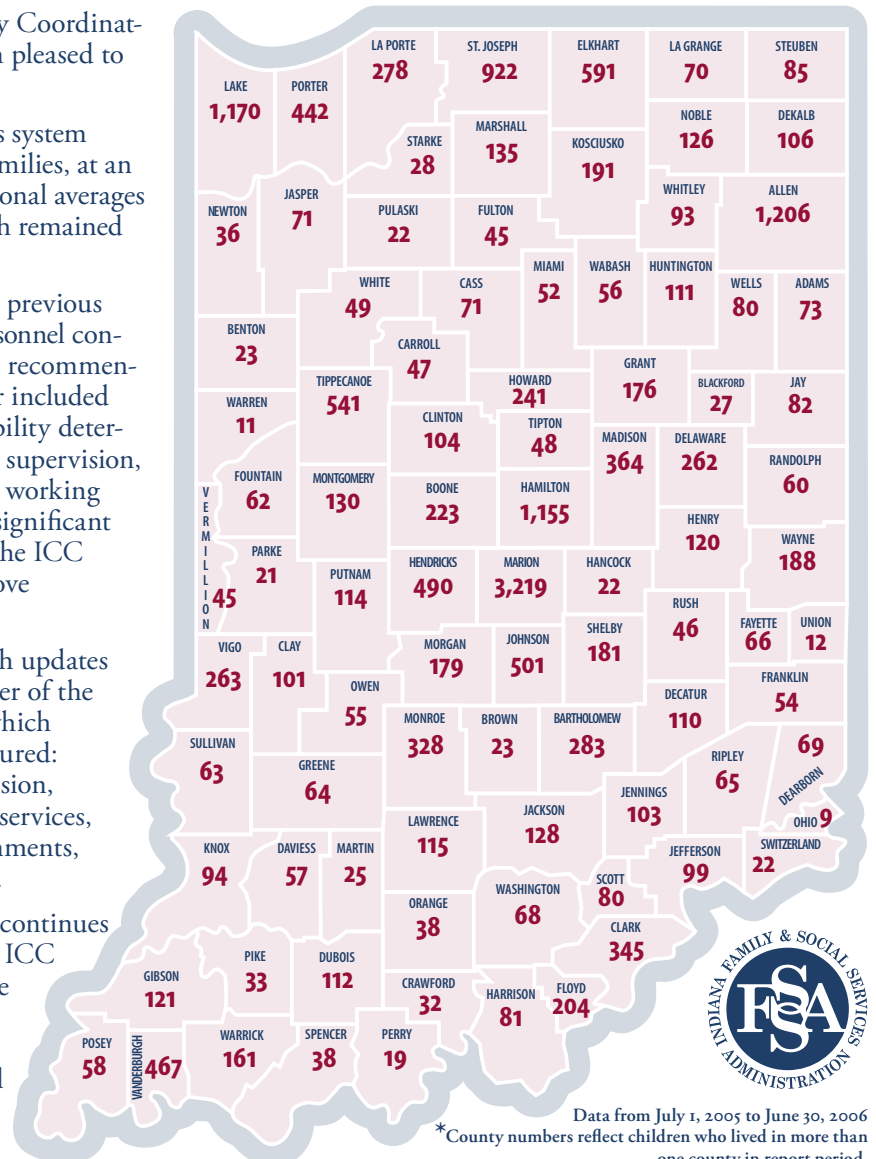
our activities are measured:  
child find, supervision,  
family-centered services,  
natural environments,  
and transition.

As First Steps continues to evolve, the ICC will be there to provide expertise and counsel to our state partners.



# Statewide Child Count

An aggregate total of 18,661\* children received services through Indiana's First Steps system.



Data from July 1, 2005 to June 30, 2006

\*County numbers reflect children who lived in more than one county in report period.

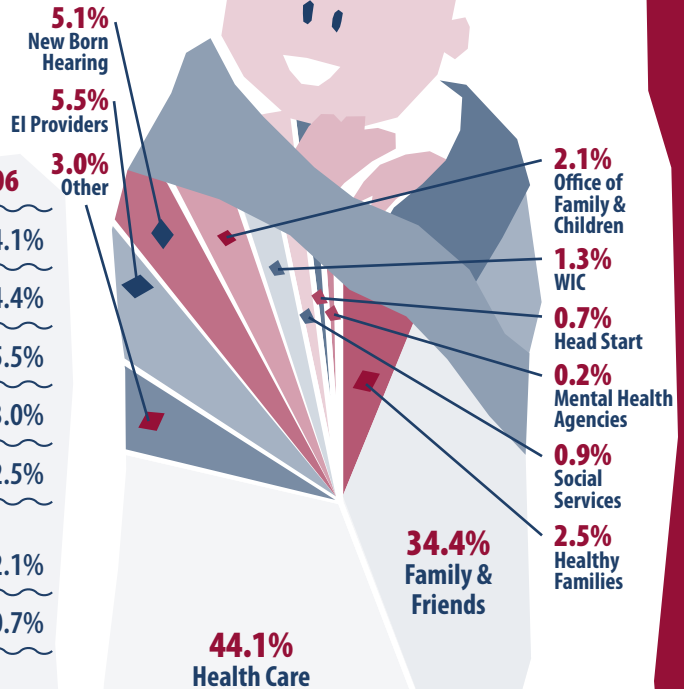
# Child Find

## Indiana First Steps

### SFY 2005 Primary Referral Source

#### Primary Referral Source by Year

	SFY 2004		SFY 2005		SFY 2006	
Health Care	9,640	45.7%	9,980	42.8%	10,004	44.1%
Family & Friends	7,124	33.8%	8,039	34.5%	7,804	34.4%
El Providers	1,675	7.9%	1,687	7.2%	1,257	5.5%
Other	806	3.8%	632	2.7%	683	3.0%
Healthy Families	615	2.9%	553	2.4%	563	2.5%
Office of Family & Children	425	2.0%	515	2.2%	486	2.1%
Head Start	103	0.5%	152	.6%	166	0.7%
New Born Hearing Screen	114	0.5%	1,127	4.8%	1,163	5.1%
Mental Health Agencies	58	0.3%	46	.2%	41	0.2%
WIC	298	1.4%	323	1.4%	284	1.3%
Social Service Agencies	244	1.2%	281	1.2%	210	0.9%



#### New Eligibility Effective 5-01-06—06-30-06

##### Description

20% Delay in Two Developmental Domains	590	38.1%
25% Delay in One Developmental Domains	955	61.8%

#### Eligibility\*

Description	SFY 2004		SFY 2005		SFY 2006	
15% Delay in 2 or more Developmental Domains	3,747	28%	4,416	32.4%	4,059	35.8%
20% Delay in 1 Developmental Domain	6,995	53%	7,109	52.1%	5,764	51%
At Risk	597	4.0%	471	3.5%	330	2.9%
Medical Conditions	2,167	16%	1,640	12.0%	1,158	10.2%
Total	13,506		13,636		11,311	

#### Indiana First Steps Average Age at Referral

	SFY 2004	SFY 2005	SFY 2006
Average Age of Referral	13.9	14.3	14.6

\*Includes only children who had an initial or annual eligibility determination

# Supervision

## Early Intervention Stakeholders Continued to Offer Expertise

A group of twenty-five early intervention stakeholders continued their work during this grant period to assist the administration with proposed system changes. The group covered a wide range of roles within First Steps including providers, parents, ICC members, state agencies, legislative appointees, and staff. The group met four more times after July 1 to complete the work recommended by task forces organized around various topic areas. Work groups presented ideas and strategies which were considered by the state regarding insurance billing, service coordination, eligibility determination, assistive technology, and Home for First Steps.

System changes made during this grant period included:

**Eligibility**—Eligibility qualifications were changed to 20% in two domains, 25% in one domain; biological at-risk category was removed, but the high probability of developmental delay via medical diagnosis was retained. This went into effect May 1, 2006.

**Centralized Reimbursement**—The Central Reimbursement Office (CRO) vendor was changed to EDS on February 1, 2006.

**Eligibility Determination tool**—The criterion-referenced tool AEPS was recommended for adoption as the primary tool used by ED teams throughout the state. Implementation was scheduled for the next reporting period.

**Home for First Steps**—Legislation was passed in March 2006 to officially move First Steps to the Division of Disability & Rehabilitative Services (DDRS), a division of FSSA.

**Reclustering**—The System Points of Entry were further condensed from 13 regions to 9. This was effective April 1, 2006.

**Service Coordination**—A decision was made to increase the supervision for service coordinators by making service coordinators employees of the SPOE. One cluster served as a pilot in April 2006. The rest of the transition was scheduled for the next reporting period.

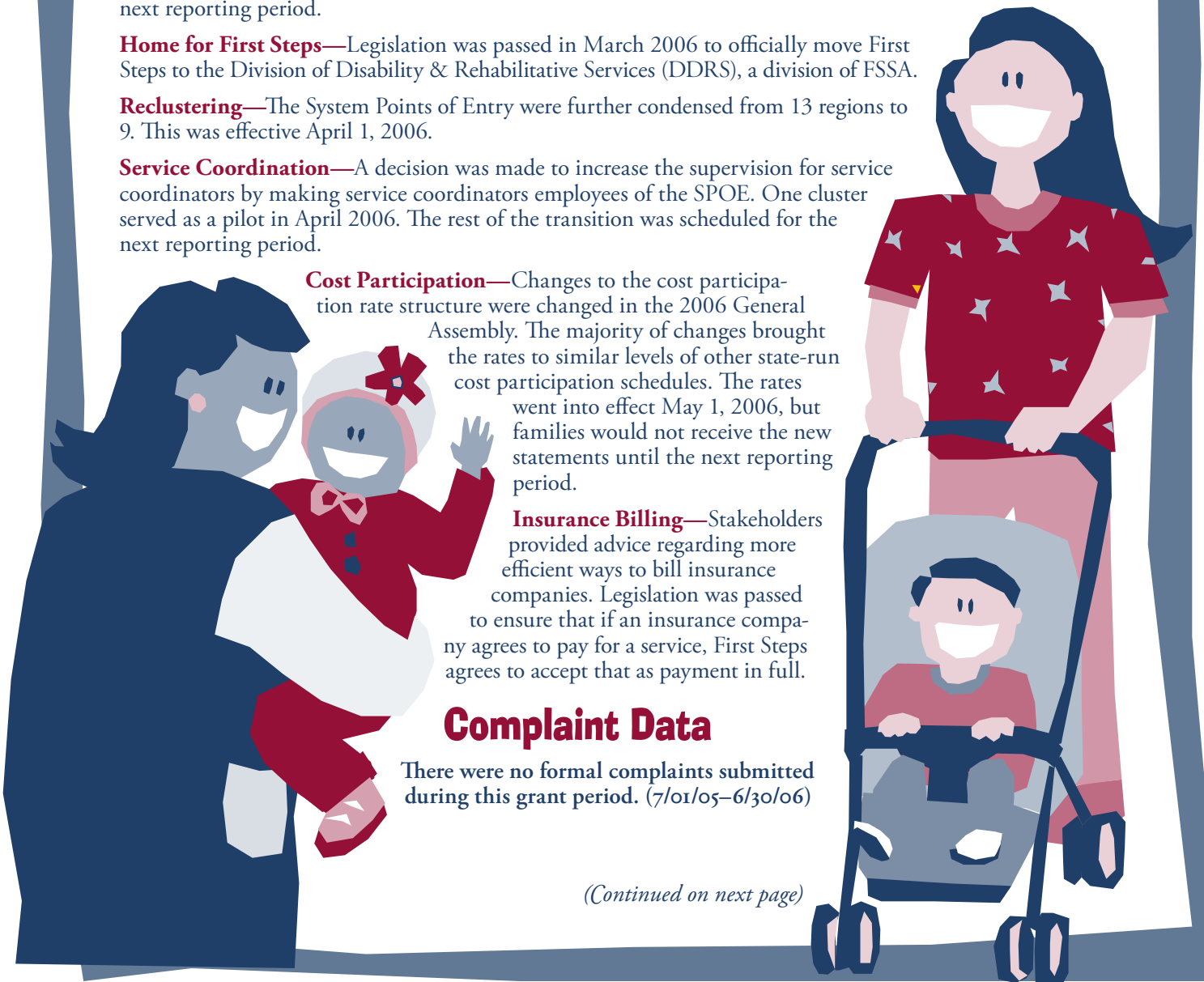
**Cost Participation**—Changes to the cost participation rate structure were changed in the 2006 General Assembly. The majority of changes brought the rates to similar levels of other state-run cost participation schedules. The rates went into effect May 1, 2006, but families would not receive the new statements until the next reporting period.

**Insurance Billing**—Stakeholders provided advice regarding more efficient ways to bill insurance companies. Legislation was passed to ensure that if an insurance company agrees to pay for a service, First Steps agrees to accept that as payment in full.

## Complaint Data

There were no formal complaints submitted during this grant period. (7/01/05–6/30/06)

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# Supervision cont'd

## All Sources of Funding for Early Intervention Services: Identification and Coordination of Resources

Sources of Funding	Amount of Funding	Services and/or Activities Supported by Each Source
<b>Federal</b>		
Federal Part C	\$7,236,678	Infrastructure & System Support, Limited Services
Medicaid Federal	\$8,699,676	EI Medical Services, Intake, Eligibility, Claims, Personnel Development & Training, Quality Assurance, Child Find, System Coordination
TANF Federal	\$13,166,080	EI Non-Medical Services
<b>State</b>		
Early Intervention	\$6,399,705	All services and Activities
Medicaid State	\$4,023,029	EI Medical Services, Intake, Eligibility, Claims, Personnel Development & Training, Quality Assurance, Child Find, System Coordination
State Supplement	\$9,813,708	All Services
TANF State	\$13,428,303	EI Medical Services
MCH/CSHCS State	\$340,123	Intake and Eligibility
<b>Local</b>		
Private Insurance	\$1,052,350	See Cost Participation & Insurance section on next page
<b>Other(s), Non-Federal</b>		
Family Cost Participation Co-payments	\$473,844	Services (Not IFSP, Evaluation, Service Coordination, Assistive Technology)
Program Income Interest	\$5,221	
<b>Total Early Intervention Support</b>	<b>\$66,372,269</b>	

**Contact:** by phone at 317-232-1144, 800-441-7837 (toll-free), or web at [www.firststeps.IN.gov](http://www.firststeps.IN.gov)

## Quality Review—Focused Monitoring System

One of the lead agency's key responsibilities is providing general supervision of program and activities served with early intervention funding. Focused monitoring is a process that purposefully selects priority areas to examine for compliance/results. These areas are monitored by the lead agency through data analysis, on-site early intervention record audits, provider record audits, parent, provider and LPCC interviews and complaint investigations. The local LPCC and SPOE use this information to formulate quality improvement plans and quarterly updates of their progress. Technical assistance is provided to the local LPCC and SPOE by the Bureau Consultant.

In early 2006, Cluster report cards were developed. The report cards provide cluster data on priority indicators, including 45 days from referral to IFSP development, transition meetings held, timely initiation of early intervention services and child counts. These report cards are updated annually in August.

Report cards can be viewed at: <http://www.in.gov/fssa/ddrs/5106.htm>

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# Supervision cont'd

## Sunny Start Coordinates Resources and Supports for Young Children

**T**he Early Childhood Comprehensive Systems grant began in July of 2003 with a small grant from the Maternal and Child Health Bureau (MCHB.) The mission of the project was to develop a strategic plan to support a coordinated system of resources and supports for young children from birth through age five and their families in Indiana. The goal of the project is to ensure that Indiana's children arrive to school healthy and ready to learn.

The first two years of the grant were dedicated to infrastructure building. Toward that goal, a Core Partners group (functioning as the steering committee) along with five subcommittees was convened. The subcommittees were formed to address: medical provider/medical home issues; mental health and socio-emotional development; early care and education; parent education; and family support. Members included key stakeholders representing families, state agencies, professional trade associations, public and private early childhood providers, etc. They met regularly to develop a Program vision and mission, service standards, desired outcomes, and issue identification. Community Dialogues were also conducted across the state. With input from the Core Partners steering committee, the five domain focused subcommittees, and the public at large, the mission, vision, values and strategic implementation plan were created.



During FY 2006, the Early Childhood Comprehensive Systems Program was renamed Sunny Start: Healthy Bodies, Healthy Minds. The Maternal and Child Health Bureau committed to funding the project for an additional three years to work toward the implementation of the strategic plan (*finalized in FY 2005*), which focuses on improving the array of services available to young Hoosier children and their families. Work has involved: the expansion of a website to provide families and early childhood providers with resource and support information found at Early Childhood Meeting Place (<http://earlychildhoodmeetingplace.indiana.edu>), the adoption of **Utah Clicks** universal application software by the Indiana WINS project, support of a study on the economic dimensions of the child care industry in Indiana, and the development of a consensus statement regarding the content and core competencies for social-emotional training activities across all providers/caretakers of young children, birth to five. The Core Partners group and the Subcommittees continued to meet regularly.

## Cost Participation

**I**n March of 2005, the Indiana General Assembly passed legislation to implement a cost participation increase with incomes over 250% of poverty. First Steps Financial Management continues to monitor the impact and effects of this cost share schedule. As in the past, families eligible for cost participation are not charged co-pay for Evaluation, Assessment, IFSP development and Service Coordination services. Families eligible for cost participation are charged for ongoing therapeutic services, and families may request to have their income reviewed and updated as income or family circumstances change.

## State Performance Plan

**I**n 2005, OSEP issued a 14 indicator performance measure document that Part C systems were to use in order to develop a State Performance Plan for 2005 through 2011. Indiana's plan was submitted in December of 2005 and approved by OSEP in February of 2006. The First Steps System is required to submit an Annual Performance Report (APR) on its progress in meeting the indicator targets. The State performance plan can be viewed at:

<http://www.in.gov/fssa/ddrs/5098.htm>

## Evaluation of Indiana's First Steps Early Intervention System

**T**his report summarizes activities during the period from July 1, 2005 to June 30, 2006. The Early Childhood Center at the Indiana Institute on Disability and Community collected data collected from 11,453 families as they either entered or exited the system. This information was entered into a data base from which monthly and semi-annual reports were written, and which provided data to the Bureau when requested to assist in decision-making processes.

In addition to data collection, the Early Childhood Center provided guidance in updating the forms used for the Family Interview and the Exit Summary. The Family Perspectives Committee was asked to provide input, and the Early Childhood Outcomes (ECO) Center forms were reviewed for use. Based on their recommendations, new surveys were created and introduced.

Finally, the Early Childhood Center served to advise the focused monitoring outcomes subcommittee which convened in September and October, 2005.



# Transition

Indiana's Transition Initiative for Young Children and their Families works on improving transition experiences for children from birth through third grade. Leadership is provided from the State Transition Team representing parents and state level agencies and programs involved in transition. Transition success relies upon collaborative relationships between agencies through interagency policies, procedures, and resources covering administrative support, staff development, and family and child preparation. First Steps providers, parents, Head Start, and public schools are required members of local transition teams as well as other agencies that transition young children.

During this reporting period the transition staff worked on a number of projects to improve transition. The transition initiative provided support to local community transition teams through training, facilitating teams, planning transition agreement development and reviews, and dissemination of transition materials and products for teams, providers, families and agency use.

- Written transition products were provided to all 92 counties, First Steps clusters, Special Education districts, Head Start and Early Head Start programs.
- Eleven community transition teams representing forty-seven counties continue to partner to improve community wide transition systems for young children and families.
- Sixty (60) agreements were received and reviewed. There were an increased number of agreements in some clusters that include all the Head Start, Early Head Start, Special Education Planning Districts and First Steps organizations of several counties. This has reduced the number of memorandums of understanding (MOAs) overall from 93 to 60. The quality has improved with an increase in the number of recommended components for an agreement.
- Twenty-one (21) written procedures and forty-six (46) products to support the transition process were developed in seven (7) First Steps clusters covering sixty-six (66) counties.
- Team training/meeting facilitation was provided to eleven (11) transition teams covering forty-six (46) counties for thirty-nine (39) events. Approximately 298 attendees representing parents, Head Start, First Steps, schools, child care and other early childhood providers participated.



The transition website ([www.indianatransition.org](http://www.indianatransition.org)) has served as a means for disseminating information to those interested in transition as team members, professionals and families. There were 31,029 requests for website information during this reporting period.

The State Transition Initiative assisted the Bureau of Child Development, First Steps, and the Indiana Department of Education in meeting their federal transition requirements. In the Annual Performance Report to the Office of Special Education for FFY 2005, First Steps reported that 100% of eligible children had IFSPs with transition steps and services, 100% of all children exiting Part C had notification to the Local Education Agency if the child was potentially eligible for Part B, and 96% of all children exiting Part C had a transition conference, if potentially eligible for Part B. The Indiana Department of education reported that 95.8% of children referred by Part C prior to age 3 who are found eligible for Part B had an IEP implemented by their third birthday.

# Natural Environments

## Indiana's First Steps

has long embraced the federal mandate of providing services in a child's everyday routines, activities, and places. Indiana's average days from referral to IFSP continue to decrease from 35.6 to 33.8.

## Setting Where Early Intervention Services are Provided

### Age Group and Setting of Infants and Toddlers Ages Birth Through 2

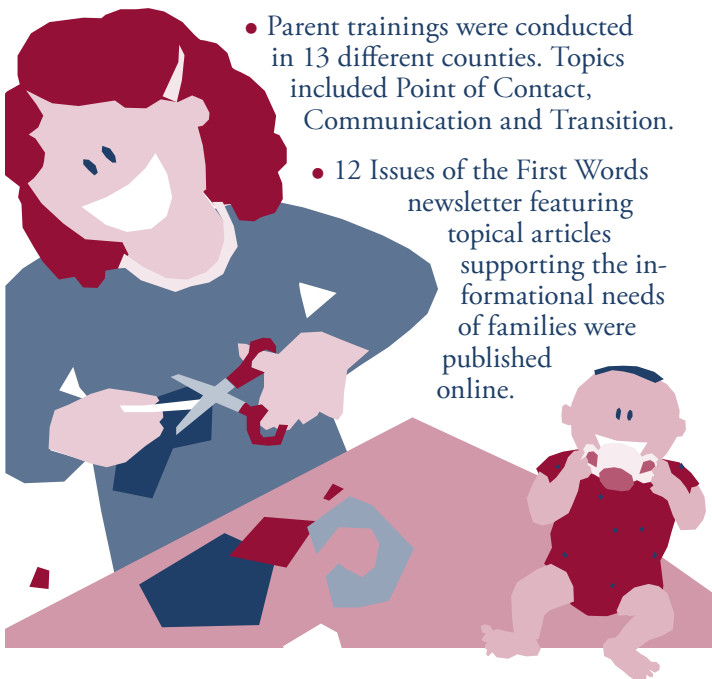
	Total	Birth to 1 (0 TO <12 months)	1 to 2 (>=12 and <24 months)	2 to 3 (>24 and <36 months)
Total (Rows 1-3)	9,547	1,211	3,197	5,139
1. HOME	8,818	1,091	2,958	4,769
2. COMMUNITY-BASED SETTING	478	59	144	275
3. OTHER SETTING	251	61	95	95

# Family-Centered Services

## Family to Family Initiative

Family to Family (F2F) continued to grow and expand in 2005-2006. Through outreach and networking activities, F2F Regional Facilitators and volunteer parent Points of Contact accomplished the following:

- 2,143 direct contacts were made with First Steps families. 93 volunteer parent Points of Contact were active during this contract period.
- 358 members were registered on the F2F listserve. From July 1, 2005–June 30, 2006, 4,351 messages were posted to the listserve.
- Family to Family developed and distributed informational booklets, brochures and marketing materials including our Support brochure, Volunteer brochure, Conversations with Families brochure, Starting a Family Support Group booklet, Resource Catalog and Website post cards.



- The Family to Family website was maintained and updated, connecting families to our staff, volunteers, resources and training opportunities.

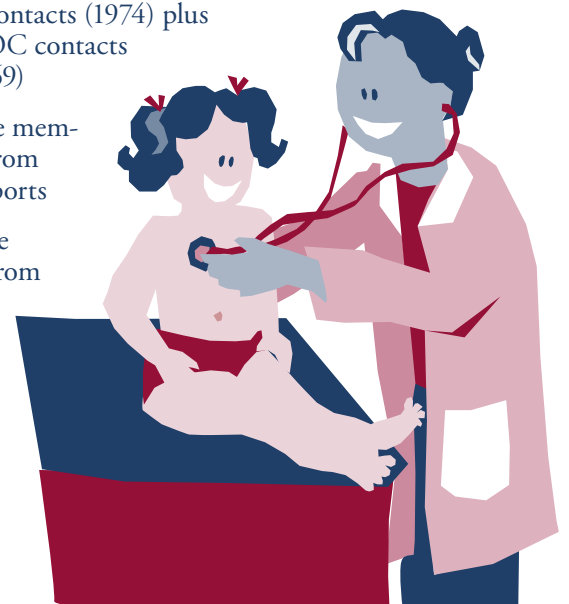
Family to Family is committed to working with existing systems, groups and initiatives to develop a comprehensive approach to supporting the needs of families.

## Family Involvement Fund

Families who participate in various learning opportunities report growth in information and knowledge that they will use to better support their children with special needs. Five hundred and sixty-six (566) families accessed the family involvement fund to support their educational activities during this grant year.

## Methodology Note:

- # of direct contacts with b-3 families came from monthly report RF contacts (1974) plus reported POC contacts with b-3 (169)
- # of listserve members came from monthly reports
- # of listserve post came from listserve archive
- Training numbers came from monthly reports



# A Message from the Part C Coordinator

## From Dawn Downer

**T**hroughout this past year, First Steps has developed its system of quality service delivery and focused monitoring to support and guide statewide initiatives that underscore the needs of Indiana's children and their families. We will continue to emphasize strategies in the coming year to reflect Indiana's commitment to consistent, quality outcomes, as well as measurable targets which will allow Indiana to demonstrate the strengths of our system supervision and the positive role we play in communities throughout the state.

While First Steps has undergone program eligibility changes, we feel confident in our system's continued ability to identify and meet the needs of the children we serve, while also providing ongoing support to families through identification and connection to local resources. We look forward to the continued partnerships and collaboration with our stakeholders as we develop and refine our program processes and objectives in the next year.



Contact us on the web:  
**[www.firststeps.IN.gov](http://www.firststeps.IN.gov)**

